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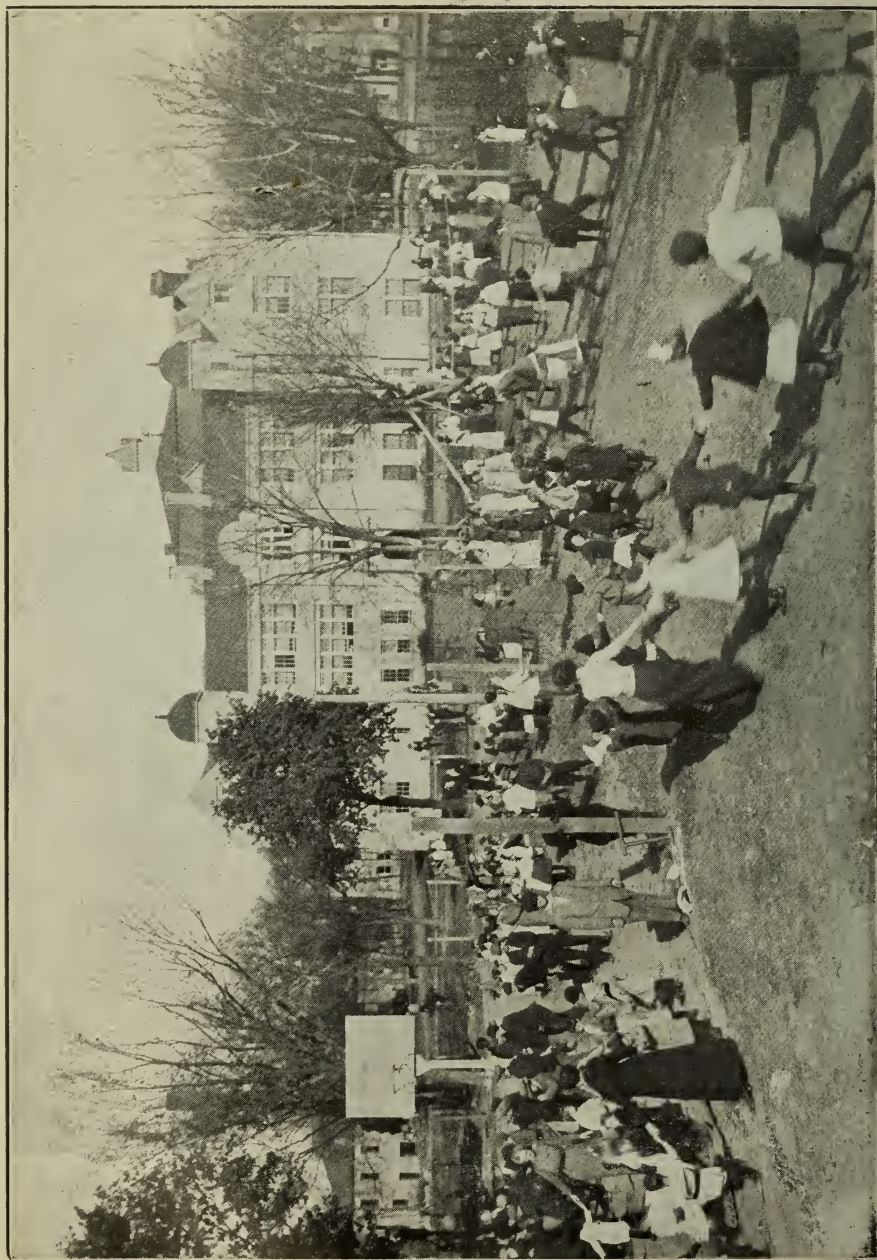
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Quarterly Bulletin
State Normal School
(SECOND DISTRICT)
Warrensburg, Missouri

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January, 1914



THE TRAINING SCHOOL AND PLAYGROUND

Vol. XIV

January 1914

Number 3

BULLETIN

OF THE

STATE NORMAL SCHOOL

Second District of Missouri

Established by an Act of the General Assembly 1871

Organized May 10, 1871

Published by the State Normal School

Issued Quarterly

Entered in the Post Office in Warrensburg, Mo., as Second Class Mail Matter

BOARD OF REGENTS

Hon. William P. Evans, State Supt. of Public Schools, Ex-Officio.

Term Expiring, January, 1915.

Dr. L. J. Schofield, Warrensburg

Oscar C. Burch, Jefferson City.

Term Expires January, 1917.

G. M. Foster Warrensburg

J. T. Murphy Windsor

Term Expires January 1919.

T. W. Silvers Butler.

C. A. Keith Lexington

OFFICERS

Charles A. Keith President of Board of Regents

J. T. Murphy Vice-President of Board of Regents

L. J. Schofield Secretary of Board of Regents

Marcus Youngs Treasurer of Board of Regents

W. J. Hawkins President of School

Normal Calendar—1913-1914

Fall Quarter begins Tuesday, Sept. 9, 1913

Fall Quarter ends Friday, Nov. 28, 1913

Winter Quarter begins Monday, Dec. 1, 1913

Winter Quarter ends Friday, Feb. 27, 1914

Spring Quarter begins Monday, March 2, 1914

Spring Quarter Ends Thursday, May 28, 1914

Summer Quarter begins Tuesday, June 2, 1914

Easter Vacation April 3 to April 13, 1914

Normal District Events

Inter-High School Declamatory Contest April 16, 1914

Inter-High School Latin Contest April 18, 1914

Inter-High School Track and Field Meet April 18, 1914

Teachers' Association Normal Dist. No. 2 April 16-17, 1914

Commencement Exercises

Annual Sermon Sunday, May 24, 1914

Senior Class Day Exercises Tuesday, May 26, 1914

Alumni Class Day and Annual Reunion.....Wednesday, May 27, 1914

Graduating Exercises and Annual Address.....Thursday, May 28, 1914

THE SPRING TERM

Most of the students who enter the Fall and Winter Terms remain for the Spring term. A large number of teachers of six and seven months schools return for this term and many teachers in such schools will enter this school for the first time. At this term classes are organized with a view to meeting the needs of all.

By entering at this time and remaining through the summer school they complete two thirds of a regular year's work. This is a good plan. By teaching the "short term" they are able to meet the expense of six months in school without using other resources. Several students have done all the work for the Normal School Diploma by this plan. Some have secured the diploma by attending Summer terms only, but the attendance at both Spring and Summer terms is a much better plan. It not only shortens the time, but the educational value of the work is much greater.

The following paragraphs suggest some of the things which may be accomplished in two terms attendance; also some of the special features and events; that are enjoyed by the spring term students.

The Spring term begins Monday, March 2nd, the Summer term Tuesday, June 2nd.

FOR NORMAL SCHOOL CERTIFICATES

By remaining in school until the close of the summer term, a teacher may add two-thirds of a year of work, to his preparation for teaching. This may also mean a better certificate. Under certain conditions it is possible to secure a Rural School certificate after an attendance of two terms. Graduates of first class high schools or schools of equivalent rank may obtain the Regents' two year certificate by attending two terms, see pages 9 and 10.

FOR COUNTY EXAMINATIONS AND CERTIFICATES

The present certification law requires an increasing amount of preparation of candidates for first or second grade county certificates. Beginning January, 1914, a year of high school work or its equivalent was required of all applicants for these certificates. An excellent opportunity to work towards this preparation is offered in the Spring and Summer Quarters.

FOR STATE EXAMINATIONS AND CERTIFICATES

The State Superintendent will accept grades on as many as three subjects pursued in the Summer Term, provided the required amount of work is completed. Teachers who find it difficult to do the required work in the Summer School may begin on the subjects this Spring and complete them in the Summer Term; also the attendance at the Spring

Term enables students to meet the 100 days requirement of attendance for a fourth subject on a county certificate. This last condition is worth considering.

CORRESPONDENCE-STUDY DEPARTMENT.

Correspondence study is no longer an experiment in this school. Since the organization of the Department 150 students have availed themselves of correspondence work and with few exceptions the quality of the work done has been high.

Although no courses are offered which may not be done well by correspondence, and although full credit is given for all courses completed, students are not advised to substitute a large amount of work by correspondence for work in residence. The primary purpose of correspondence study is to enable students to do a minimum of work out of school in order that they may work to better advantage when again in school. If a single subject taken by correspondence enables a student to complete his work in residence one term sooner, or if a term's work by correspondence enables him to be graduated a year earlier, the saving is evidently worth while. This is particularly true since correspondence study may be done while one is engaged in another occupation.

Subjects offered by correspondence are all above high school rank. For courses offered in this Department see catalog or write for information and application blank to the Correspondence-study Department, State Normal School, Warrensburg, Mo.

SPECIAL FEATURES OF THE SPRING TERM

Aside from the regular school work, the Spring Term offers many other inducements. Naturally the best things resulting from the year's work are presented at this time. There will be events of great social pleasure and of the highest cultural and professional value. The following pages are devoted to a description of some of these events.

WARRENSBURG-CENTRAL-MISSOURI TEACHERS ASSOCIATION

The meeting of the Warrensburg-Central Missouri Teachers' Association will be held April 16 and 17. This will bring teachers from all parts of the Normal School District, and will afford students an opportunity to become acquainted with many teachers and superintendents who are actively engaged in school work. Eminent and interesting speakers will have places upon the program of this Association. Large delegations of enthusiastic high school students accompany their representatives to the contests held in connection with this meeting.

INTER-HIGH SCHOOL LATIN CONTEST

Competitive Latin examinations will be held 10 a. m. April 18, 1914, in Room 8. Open to all students in the Second Normal District. Free scholarships will be awarded as follows to students showing the most proficiency from schools offering:

1 year of Latin	2 terms
2 years of Latin	2 terms
3 years of Latin	3 terms
4 years of Latin	4 terms

Where Cicero and Vergil are alternate in the third year, this will be taken into consideration.

INTER-HIGH SCHOOL DECLAMATORY CONTEST

At the annual meeting of the Board of Regents, 1909, three prizes consisting of four, three and two terms' attendance at the Normal School free of all fees, were authorized to be awarded respectively to Senior students of high schools in the Second Normal District winning first, second and third places in declamatory contests held annually in the Normal Auditorium. Each school is permitted to send two contestants, one boy and one girl. The contests between boys are separate from contests between girls. These contests are under the management of the Professor of Speech Arts.

The seventh annual contests will be held Thursday evening, April 16, 1914.

INTER-HIGH SCHOOL TRACK MEET

The Second Annual Inter-High School Track and Field Meet of the Warrensburg-Central Missouri Teachers' Association, will be held on the Normal Field, April 18, 1914.

The following compose the athletic events: 100-yard dash, 220-yard dash, 440-yard dash, half-mile run, mile run, running high jump, running broad jump, pole vault, discus throw, shot put, and relay race. The "records" in these events last Spring were:

100-yard dash	Time, 10 seconds
220-yard dash	Time, 24 2-5 seconds
440-yard dash	Time, 57 2-5 seconds
Half mile run	Time 2 Min., 23 Sec.
Mile run	Time, 5 Min., 10 Sec.
Running high jump	5 ft., 4 in.
Running broad jump	20 ft., 2 in.
Pole vault	9 ft.
Discus throw	113 ft.
12 lb Shot put	39 ft., 11 1-2 in.

These contests will be under the control of the Director of Athletics. Appropriate medals are conferred upon the winners in these events.

OTHER HIGH SCHOOL CONTESTS

In connection with the Association, additional contests in Declamation and Debate for Boys, and Boys' Quartette. Essay and Declamation for Girls, and Girls' Quartette, and Mixed Quartette, will be held on Friday and Saturday evenings in the Normal School Auditorium. (April 16-17, 1914. Appropriate medals are awarded to the winners in these contests. For additional information concerning contests mentioned in this paragraph, apply to S. T. Bratton, Secretary of the Association, Warrensburg, Mo.

The Annual "Music Festival" will be given by the music department April 30 and May 1st. Some noted musical productions will be given. Out of town soloists will assist. This event affords students an opportunity to hear some noted singers whom they can hear nowhere else, except in the large cities and there at a much greater expense.

CONTESTS

The Inter-Normal (Missouri) Oratorical Contest will occur on Friday, March 20. The Declamatory contest, in which representatives of the Literary Societies of this school compete for first place, will occur on Friday, April 4. The first of these Contests brings representatives from other State Normal Schools, the second is one of the most popular of the inter-society events of the whole School.

ATHLETIC SPORTS

The Spring Quarter and the Base-Ball Season come together. Among the games to be played on Normal Field this season are:

Central College, April 13.

Wm. Jewell, College, April 28.

Wm. Jewell College, April 29.

Westminster College, May 5.

Mo. Wesleyan College, May 11.

Tarkio College, May 21.

Other dates pending.

Larger Function of the School

This school is expanding its field of usefulness in co-operating with organizations not specifically under its administration, and becoming the center for the alliance of such organizations as have for their purpose the betterment of citizenship.

"The Round Up," instituted by the Bureau of Agriculture was held Thanksgiving week in the Normal School buildings, aided by members of the Faculty. This very successful meeting included in its program some of the leading interests of community life; good roads; farm problems; social life in the country; the rural church, and Sunday school; better babies; recreation, health and sanitation. The Community Life Conference held by the Normal School the 9th and 10th of last May made the way for the "Round Up" possible. A similar conference will be held this year and we shall expect to be an inspiration to still greater things.

Cooperation on the part of agencies interested in these vital matters, is the present need, and this Normal School is taking its place as a leading influence in the great cooperative tendency of the day.

COURSES OF INSTRUCTION

RURAL SCHOOL COURSE

Leading to Rural School Certificate:

FIRST YEAR

First Term	Second Term	Third Term
Grammar and Composition Elementary Algebra Greek History Agricultural Biology Penmanship	Grammar and Composition Elementary Algebra Roman History Agriculture Public School Music	Grammar and Composition Elementary Algebra Mediaeval History Agriculture Public School Music

SECOND YEAR

First Term	Second Term	Third Term
Literature and Composition Am. History and Gov. Rural School Man. Elementary Physiology Domestic Science or Manual Training	Literature and Composition Teachers' Course in Am. Hist. and Gov. Teachers' Geography Rural School Methods Drawing	Methods in Rural School English Teachers' Arithmetic Teaching in Training School Physiology and Hygiene Drawing.

This course is open to students who are eighteen years old and hold a certificate of graduation from a rural school, or showing the completion of the eighth grade of a graded school; also to teachers holding Third Grade County Certificates.

Students who have completed two years or more of high school work may secure this certificate after nine months' residence work. If, in addition, the students holds a Second Grade County Certificate, he may secure the Rural School Certificate upon the completion of six months of residence work with the following requirements.

All students must take the following subjects in residence:
Rural School Administration,
Elementary Psychology,
Teachers' course in History and Government,
Teachers' Geography,
Rural School Methods,
Methods in English,
Teachers' Arithmetic,
Agriculture two terms if not taken in a High School.

Teaching in Training School, and three of the following specials:
Drawing, Public School Music, Manual Arts, Household Arts, or Penmanship.

ELEMENTARY NORMAL SCHOOL COURSE

Leading to Regents' Certificate.

(The numbers refer to the number of terms of work in the subjects):

First Year.	Second Year
English, 3	English, 3
Algebra, 3	Algebra, 1
History, (Ancient) 3	Plane Geometry, 2
Foreign Language or Science, 3	History (Med. and Mod.), 3
Music, 3	Foreign Language or Science, 3
	Drawing, 3
Third Year	Fourth Year
**Science, 3	English 3
Algebra, 2	Science, 3
Solid Geometry or Plane Trigonometry, 1	History or Mathematics, 1
*History (English or American and Government), 3	Teachers Courses, 2
Foreign Language or English, 3	School Administration, 1
Technical Subjects, 3	Psychology (Course 1), 1
	Special Methods, 1
	Technical Subjects, 3

All academic subjects in this course are of high school rank and, including specials, the work amounts to four units more than that required in a standard four years high school.

A part of the fourth year's work is professional. Because of the quantity of work required and amount of professional work the Regents' Certificate is granted to students who complete this course without further requirements. This is a saving in time of six months over regular high school graduates. It is a well earned saving and a time element that is worth considering.

Graduates of accredited First Class High Schools, or schools of equivalent standing, applying for the Regents' Certificate must offer from work done in residence the following credits:

School Administration	1 term
Elementary Psychology	1 term
Special Methods	1 term
Teaching in Training School	1 term
Teachers' Courses, one of which must be English and one Agriculture, if not taken in High School	2 terms
Electives	2 terms
Technical Subjects	2 terms

DAILY PROGRAM

DEPARTMENT	TEACHERS	Room	I 8:10—9:00	II 9:00—9:50
AGRICULTURE	PHILLIPS	11B	13, Adv. Physiog.	9, Bact.
GEOGRAPHY	PRATT	11a	6, Feeds and Feeding.	8, Farm Mang.
BIOLOGY	GANTZ	14	Agri. Biology	1. Gen. Botany 3-3
CHEMISTRY PHYSIOLOGY	WALTERS	21	5, Hygiene.	4, Physiology.
ECONOMICS	MORROW	D		3, Econ. Geog.
EDUCATION	PHILLIPS	1		7, Hist. of Ed. 2-2.
	HUDSON	2	7, Hist. of Ed. 1-2.	3, Prin. of Teaching
	McPHEETERS	C	3, Ed. Psychol.	2, Psychol.
	HUMPHREYS	B	3, Prin of Teach.	2. R. S. Meth.
ENGLISH	COULTER	15		13, Prin. Lang.
	BALL	16	6, Eng. Lit. 1-2.	1, 1st yr. Eng. 1-3.
	MARTIN	18	4b. 4th yr. Eng. Rev.	4, Am. Lit. 1-2.
	RUTHERFORD	15-18.	2, 2nd yr. Eng. 3-3.	3, 3rd yr. Eng. 3-3.
	ABBOTT	Ex H.	2, 2nd. yr. Eng. 3-3.	
GERMAN & FRENCH	HARRIS	Gym.	1, Beg. Ger. 3-3. 6, Teach. Ger.	2, 2nd yr. Ger. 3-3.
HISTORY	HENDRICKS	4		6b. Eng. Hist. 2-2.
	RUNYON	12	4b. Mod. Hist. 2-3.	16, xlx Cent. Hist.
	BASS	3	Am. Hist. & Gov. 2-3	5a. Am. Hist. & Gov. 1-3.
	McCLURE	4, 12 4, 3	3a. Orient Hist. 1-3.	3b. Greek Hist. 2-3.
LATIN	YEATER	8		7, Vergil 3-3.
	ENGLAND	7	11, Teach Caesar.	1, Beg. Lat. 3-3.
MATHEMATICS	SCARBOROUGH	5		2, Teach. Arith. 11, Teach.
	KENNEDY	6	5, Sol. Geom.	Math.
	URBAN	9		8, Col. Alg.
	NICKERSON	10	1c. El. Alg. 3-3.	3a. Pl. Geom. 1-2
PHYSICS	MORRIS	22	Adv. Physics (Heat) 5	El. Physics 2-3
TRAINING SCHOOL	CRISSMAN	Tr.Sch.	Supervision	Supervision
	DENNIS	Tr.Sch.		Teaching
	SCOTT	Tr. Sch.	8, Kind. Theory 3-3	Teaching
COMMERCE	ELLIS	A	Writing. 1-3, 2-3 3-3.	Writing 1-3,2-3 3-3.
ART	SHANNON	Tr. B.	5a. Hist. of Paint.	Design
	HARWOOD	Tr. B.	1c. El. Draw. 3-3.	1a. El. Draw. 1-3
HOUSEHOLD ARTS	DUNN	Tr. B.	Hand Sewing 2-3	Machine Sewing 2-3
	ROBINSON		Textiles	
MANUAL ARTS	AHRENS	M. T. B		Beg. Wood work 3
	HACKER & DES COMBES			
MUSIC	SOLOMON	O	Voice (Priv.)	Methods.
	HINSDPELL	I	El. Music 1-3.	Piano (Priv.)
	JAMES	P	1-3 Instrumen- tation.	El. Music 1-3.
	MEYER	L		Violin (Priv.)
PHYSICAL EDUCATION	ALLEN	Gym.	T'chr's Phys. Ed. 1:20-2:10	Phys. Tr. III 2:10-3:00
	BAUSHKE	Gym.	Hockey & C. C. Walking 11:20 12:10	Tennis 2:10-3:00
	DAUWALTER			

SPRING TERM 1914

III 10:20—11:10	IV 11:10—12:00	V 1:20—2:10	VI 2:10—3:00
11, Teach. Geog.	1, Plant Prop. Orch. and Gard.	3, Hist. of Breeds.	
4, Dairy Hus- bandry.	7, Soil fertility & Soil Phy.	2, Grain Judg- ing.	Stock Judging includ. poultry.
Zool., 3-3	Gen. Biol. 1-2	Col. Bot. 1-3	Nat. Study
1c, Chem. 3-3.	1a. Chem. 1-3.	1b. Chem. 2-3.	3, Adv. Chem. 3-3
1 Econ. 2-3.	1, Economics 1-3	1, Econ. 3-3.	Econom. Hist.
8, Sup. of In- struct.	7, Hist. of Ed. 2-2.		9, Sociology.
2, Psychol.	Mod. Sch. Sys- tems.	5, Sch. Ad. *	7, Hist. of Ed. 1-2
1, R. S. Mang.	1, Psychol.	4, Special Meth. Child Study.	1, Psychol.
12, Prin. Crit.		1, 1st yr. Eng. 3-3.	Grad. Eng. (Sem.)
1, 1st yr. Eng. 2-3.	2, 2nd yr. Eng. 1-3.	10, Vict. Poets.	
8, Shakespeare.	4, Am. Lit. 2-2.		2, 2nd yr. Eng. 2-3.
3, 3rd yr. Eng. 1-3.	5, Composition 1-2.	5, Composition 2-2.	
a. Beg. Read. 2-2.	1, 1st yr. Eng. 3-3.	a Beg. Read. 2-2.	1, 1st yr. Eng. 3-3.
3, 3rd yr. Ger. 3-3.	4, 4th yr. Ger. 3-3.	1, Beg. French 3-3.	
17, Current Hist.	15, Ad. Eu. Hist.		8, Eng. Const. Hist
6a. Eng. Hist. 1-2.		4c. Mod. Hist. 3-3.	18, Meth. in Hist
11, Ad. Am. Hist.	5c. Am. Hist & Gov. 3-3.	5b. Am. Hist & Gov. 2-3	
	4a. Med. Hist. 1-3.	3c. Rom. Hist.	3c. Rom. Hist. 3-3.
1, Beg. Lat. 2-3	10, Sallust	Beg. Lat. 1-3	3, Caesar 2-3. 3, Caesar 3-3.
1c. El. Alg. 3-3.	13, Astronomy.		10b. Calculus 2-2.
6, Trig.	3b. Pl. Geom. 2-2	1b, El. Alg. 2-3.	3rd. yr. Math. (4b. Alg. 2-2.)
2, Teach. Arith.	4a Alg. 3rd Yr. Math. 1-2	7b. An'l Geom. 2-2	14, Surveying
		1a. El. Alg. 1-3.	
Adv. Physics 7, Light.	2a. El. Physics 1-3.	Nat. Philosophy	2c. El. Physics 2-3.
Supervision	Observation class	Supervision	Supervision
Teaching Teaching	Teaching Teaching	Teaching 7, Kind Theory 2-3	4, Prim. Meth. 1-2
1st yr. Short- hand 3-3.	2nd yr. Short- hand 3-3.	Bookkeeping 1-3, 2-3, 3-3.	10, Theory & Special Met.
Tr. School Confer	4, Methods.	1b. El. Dr. 2-3.	Tr Sch. Sup.
1a. El. Draw. 1-3	1b. El. Dr. 2-3.		Adv. Dr. 3-3.
Dom. Sci. 3-3.	Mon. Tues. Wed.	Hand Sewing 3-3	
Adv. Dom. Sci.	Wed. Th. Fri.	D. S. 1-3	Mon. Tues. Wed.
Machine sew. 3-3	Embroidery	Beg. Woodwork 3, (R. School)	Adv. Woodwork 2-3 Cab. Making, 2-2 Metal Work 9a Blacksmithing 9b (Alternate days)
Wood Turning 6 & 7	Ind. Education 13.		
8, Mech. Draw. 3-3			
El. Music 2-3.	Voice (Priv.)		El. Music 3-3.
El. Music 3-3.	Piano (Priv.)		El. Music 2-3.
Voice (Priv.)	El. Music 2-3.	El. Music 1-3.	Voice (Priv.)
Violin (Priv.)	Adv. Har. 2-3.	Cornet (Priv.)	El. Harmony 3-3.
Phy. Exams.	Adv. Gym.	2nd. yr. Gym.	3-6 Base ball
2nd. yr. Gym. 3:00-3:50	Adv. Phys. Tr. 3:50-4:30	Phys. Tr. III 4:30-5:10	Basket Ball
Tennis 3:00 3:50	Phys. Tr. I 3:50 4:30	Phys. Tr. II 4:30-5:10	Volley Ball
			Tennis & Volley Fall. 5:10-6:00

ADVANCED NORMAL SCHOOL COURSES

Leading to Bachelor of Pedagogy Diploma—Life Certificate

Freshman Year	Sophomore Year
Psychology (Course 2), 1	History of Education, 2
Principles of Teaching, 1	Teaching, 3
Teachers' Courses, 2	Teachers' Course, 2
Electives, 8	Electives, 5

Leading to Bachelor of Science in Education—Diploma.

Junior Year	Senior Year
Education, 3	Education, 3
Electives, 9	Electives, 9

Teachers' Courses for the Freshman and Sophomore years are offered by the following Departments:

Agriculture, course 9
Biology, course 5
Economics, course 3
Chemistry—Physiology, course 5.
English, course 13
German, course 6
History, course 18
Latin, course 4
Mathematics, course 11
Physics, course 1
Commerce, course 9
Drawing, course 4
Household Arts, course 9
Manual Training, course 2
Music, course 3

Electives

In the Freshman and Sophomore years, as indicated above, students following the General Course are required to take seven courses in the Department of Education and the Training School. In addition, they shall elect three terms in each of three of the academic departments. The Teachers' Courses may be taken as a part of this requirement. The remaining eight terms of work may be chosen from electives of college rank.

During the Junior and Senior years for B. S. in Education Course a major academic subject must be pursued at least six terms, and two minor subjects at least three terms. Advanced technical courses may be offered to the extent of six terms.

Teacher Training Course

The Junior year of the Advanced Normal School courses of study as has been outlined meets all the academic and professional requirements of the State Superintendent for instructors in Teacher Training courses in High Schools in this State. The head of the Department of Education directs the work of such students as specialize in this course.

EXPENSES

FEEES

The school year is divided into four terms, designated as the Fall, Winter, Spring and Summer Terms, of equal length. Every student is required to pay at the beginning of each term, or whenever he may enter, an incidental fee of \$6, or a total of \$24 for the four terms of the year. If the student desires to pay for the full year in advance, the rate is \$20; for three terms, \$16; for two terms, \$11. The student is not entitled to the privileges of the class room nor of the school generally until he presents the Treasurer's receipt for the incidental fee.

In the Biological, Chemical, Physical and Agricultural Laboratories, and in the Manual Training Department, Domestic Science or Domestic Art, an additional laboratory fee of fifty cents a term is charged, to pay for material. Breakage extra. Cooking School fee is \$1 for each term.

The Gymnasium fee is \$1 for a year or any part of a year. Except for the use of lockers, this fee entitles the student to all gymnasium privileges, including free tickets to all games on the athletic field.

A deposit of \$1 is required for a private locker in the gymnasium. Seventy-five cents will be refunded when the key is returned.

TEXT BOOKS FURNISHED

Text books are furnished at a rental fee of \$1 for a year or any part of a year. This makes it possible for students to have the use of a larger number of books than the school could reasonably expect them to purchase, and it means to each student a saving of from \$15 to \$25 a year. A text book deposit fee of \$3 is required to insure proper use and safe return of books. This amount is refunded when books are returned in good condition. This system of practically 'free text books' means a very great saving of expense to the students.

BOARD AND ROOMS

The school has no boarding department. Students board at private houses. There is no scarcity of accommodations within easy reach of the Normal building at reasonable prices.

Board can be obtained at rates ranging from \$3.25 to \$4.50 per week, including room, fuel and light—two persons occupying one room. Those who room alone will generally have to pay a higher price.

Students who desire to board in clubs can reduce the expense to \$2.00 or \$3.00 per week by practicing economy.

A limited number of ladies can obtain furnished rooms for self-boarding at fifty cents per week for each occupant, or \$1 per week when a student rooms alone. Students availing themselves of this arrange-

ment are expected to provide everything except the furniture, mattresses, heating stove and cooking stove.

Unfurnished rooms can be rented at \$1.50 to \$2.50 per month the price depending on the location.

By club boarding students reduce the expenses for one term to \$35, and the expenses for one year, not including summer school, to \$110.00.

On the whole, it is our experience that family boarding is more satisfactory, and the entire expense, including such boarding, can come within \$50 a term, or less than \$150 for a school year, three terms.

The Faculty holds that ladies should secure homes offering rooms to women only, and that gentlemen should patronize homes where rooms are offered only to men. The Dean of the boarding department will recommend only homes conforming to this opinion.

As a general rule it is best not to make a contract for board till after arrival in Warrensburg. The students are urged to call at the office of the Dean, Mrs. Mary V. Neet, in the Normal building. All boarding houses are listed with her.

When students leave the train they should look out for the committee of the Christian Associations, wearing badges. Members of this committee meet all trains at the beginning of the terms. At other times young women traveling alone will be met at the depot if the President or Dean is notified of the time of arrival.

For annual catalog or further information, address the

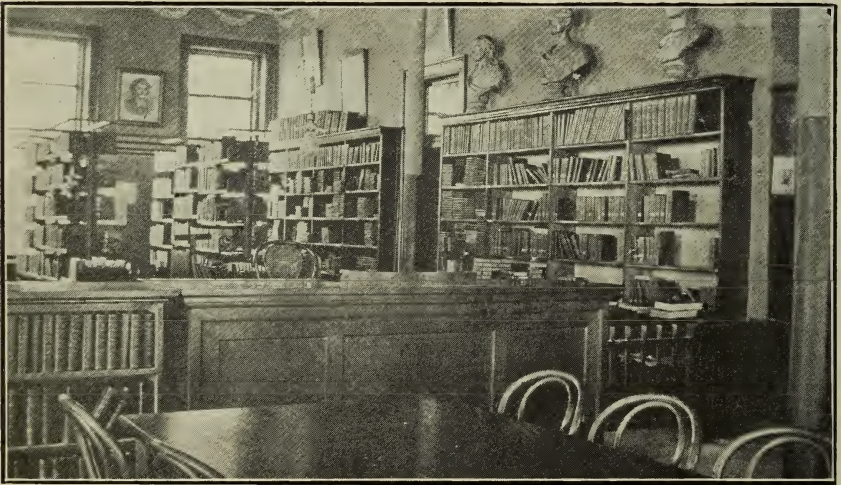
REGISTRAR, Warrensburg, Missouri.

THE LIBRARY

SIZE AND SCOPE

The general library of the Warrensburg State Normal School is located on the top floor of the Science Hall. It contains about 18,000 volumes, supplemented by a collection of 3,000 classics for the use of the English classes. The general library is arranged by the Dewey Decimal system of classification and is completely catalogued. It is primarily a reference library and has been largely built up around the courses offered in the Normal School. As these courses have grown the library has grown along the lines of their development in order to provide sufficient reference material for the students in the courses.

The reading room is large and well lighted. The installation of a new lighting system during the past year has contributed greatly to the convenience and efficiency of the library, since it is now possible



THE LOAN DESK

for the students to study in the reading room at night. Open shelves in the reading room make about 1,000 volumes accessible to students. These include encyclopedias, dictionaries and reference books on all subjects. The library is well provided with the larger works of reference and endeavors to keep up-to-date on such material. Among the recent purchases may be noted the new editions of the Encyclopedia Britannica and the New International encyclopedia, the Catholic and Jewish encyclopedias and the Schaff-Herzog Encyclopedia of Protestant Reform. The Monroe Cyclopedia of Education is proving of especial

value to students of educational topics. The collection of bound periodicals, numbering nearly one thousand volumes, forms a valuable aid to the student.

The periodical list of the library is revised annually and all dead material is discarded and new added. A strong effort is made to keep all objectionable material from the magazine list. The list of magazines and newspapers contains over one hundred names, exclusive of the local and county papers of the district which we receive regularly. Among the magazines are the leading educational and technical publications of the country as well as those periodicals which are of a more strictly cultural nature. The newspaper list comprises nine dailies from St. Louis, Kansas City, Chicago and New York, and the weekly edition of the London Times.

The school maintains a system of text book rental which makes it possible for the student to have the use of a larger number of books during the year than he could reasonably be expected to purchase. These books are drawn from the text-book library on the first floor of the Science Hall, which comprises over 12,000 volumes. A text book deposit of \$3 is required from each student to insure proper use and safe return of books. This amount is refunded when books are returned in good condition.

THE CHILDREN'S LIBRARY

A new expansion of the library has been made this year by the opening of a branch in the Training School Building: "The Children's Library." This branch library contains about 1,250 volumes, selected with a view towards the needs of the training school children, and also correlated with the courses in Juvenile Literature and Methods in History. Especially noteworthy are the collections of fairy tales and folklore and books exemplifying the work of the best illustrators for children.

THE VALUE OF THE LIBRARY TO THE STUDENT

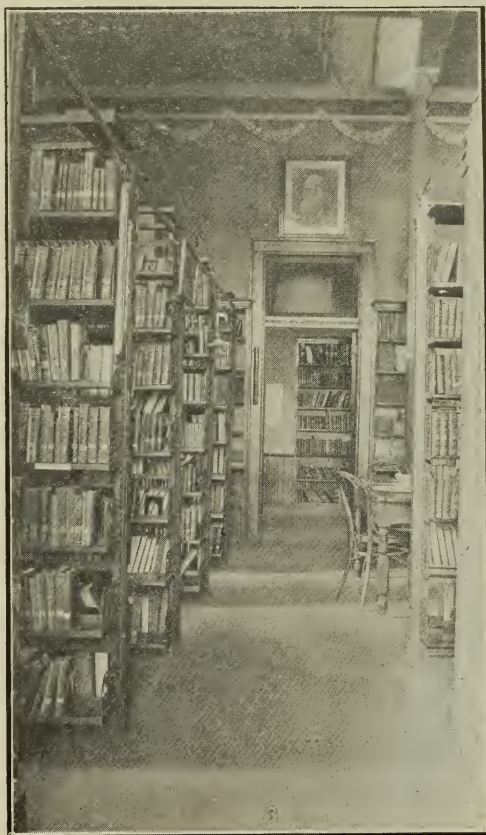
The value of a well selected library cannot be measured. "Without the love of books the richest man is poor" has been well said. Teachers, as guides and directors of the intellectual life of the young people of this country, should be numbered, everyone, among these "lovers of books" and it is in this spirit that the Normal emphasizes the two-fold value of books to the teacher. The teacher is given an opportunity in the Normal library to become familiar with books, both as a means to a liberal culture and as tools to increase his own efficiency in his chosen profession. To serve these ends the Normal opens its library to the widest use of the student. For his use while in school the reference collection, the general library, Children's library, text-book library and periodicals are open to him. After he leaves school the resources of the library are open to him through correspondence courses and extension classes. At all times the members of the Library Staff stand ready to assist him in finding the material which will satisfy his needs.

SUGGESTIONS FOR SCHOOL LIBRARIES

Suggestions for the school library are often requested and we take this opportunity to offer them to the student who is in need of them.

In the actual selection of books the following publications will be found of help:

1. The State Superintendent's list of books for school libraries, published in the State Course of Study and to be had gratis from the State Superintendent at Jefferson City. This list is graded both to



AN AISLE IN THE STACK ROOM

the amount to be spent and to the grade of schools and the work covered in the school. It is carefully made up to fit the needs of the average school library and will be found of great help. Rules for the government of the library are suggested, and the school library law should also be noted.

2. The Iowa State Teachers' College List of books for a model school Library. It may be obtained from the Department of public instruction,

Des Moines, Iowa, and is suggestive of ideas for the selection of books suited to various grades. In this connection it may be said that nearly all State Superintendents issue such lists and they are of great value in the selection of school libraries.

3. Carnegie Library of Pittsburg, Pa. List of books in the Children's Department. To be obtained from the Carnegie Library of Pittsburg, at \$1.00. This is a more extensive list than the two noted above and is of especial value to teachers having charge of libraries of several hundred volumes. It gives brief comments on each book and is of value in that it gives the correct classification of the books.

The question of **purchase** of books is often a stumbling-block to the inexperienced buyer. The State Superintendent recommends that books for school libraries be purchased from A. C. McClurg & Co., of Chicago, Illinois. It may be said that the large book dealer who makes a special business of selling to libraries will give a better discount on books than will a small dealer. Very often a good bargain may be picked up at second hand. Of the practice of buying from traveling agents there is but one thing to be said. Unless the agent is the regularly accredited representative of a reputable publishing house it is better not to buy from him. He is making his living from his commissions, which must necessarily be high, and you are paying the difference between the just price of the book and the price charged by him in order to gain his fat commission.

Every school library of any considerable size demands some system of **classification** and **cataloging** to make its material accessible to readers. The teacher will find the following small manuals of assistance in classifying and cataloging his school library. The publishers and prices are given.

1. Hitchler. Cataloging for small libraries. American Library association, Chicago, 15 cents.

2. Stearns. Essentials of library administration. American Library association, Chicago, 15 cents.

3. MacDonald. Magazines for the small library. League of Library commissions, Madison, Wis., 10 cents.

4. Brown. Mending and repair of books. American Library association, Chicago, 15 cents.

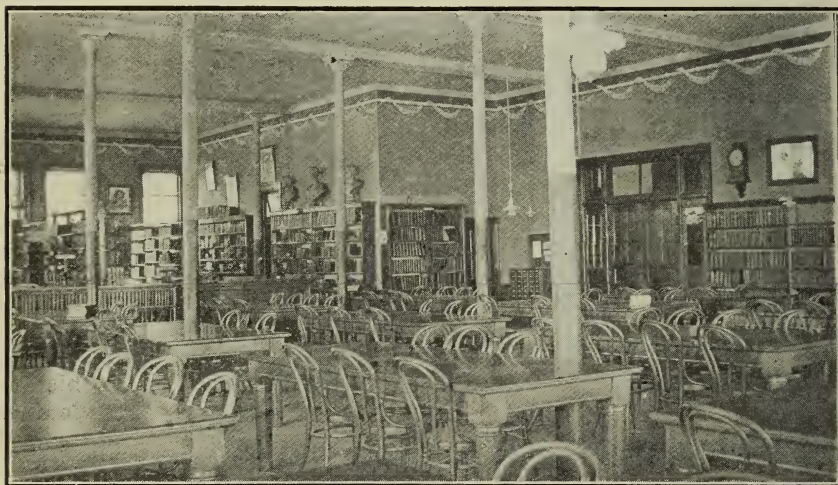
5. Dewey. Simplified Decimal classification. American Library association, Chicago, \$2.00.

These manuals are made for the untrained librarian who is put in charge of a small library and knows nothing of the methods of handling it so that it may be of the greatest service to his students. They are brief, concise and easily understood.

An additional help to the librarian of the school library is offered by the Missouri Library Commission in sending out selected libraries of fifty to one hundred volumes, the only charges made being for transportation. The commission also gives advice gratis to schools on the management of their libraries.

THE LIBRARY AS AN AID TO THE TEACHER

The Normal Library offers the teacher a great opportunity to become familiar with the tools of his profession. No teacher can hope to realize his highest possibilities unless he keeps in touch with the development of his profession and the thought of its leaders. He must keep up with the march of modern progress if he is to be of value to his community and if his community is to retain him as a leader. The intimate knowledge requisite for advance in the teaching profession can be secured only through contact with the books dealing with such subjects. This is the opening afforded by the Normal Library. Further than this training in technical reading is the opportunity for the student to enlarge his knowledge of general literature. The teacher can-



THE READING ROOM

not expect to be able to unlock the door to the riches of the past for his pupils unless he himself possesses the key of a broad general reading. The pursuit of this course of reading is opened to the student in the broad field of literature covered by the general collection of books in the Normal Library.

THE LIBRARY LECTURES

Each term the Librarian gives a course of lectures on "The use of books." The purpose of the course is to aid the student in knowing **how** and **when** to use **which** book. Following are the topics treated:

1. The book, its construction and use.
2. Dictionaries, their use and value.
3. Encyclopedias.
4. Classification of the library and the use of the catalogue.
5. Periodicals and the use of periodical indexes.
6. Principal reference books.

The lectures are made as practical as possible, both with reference to the student's use of them here in school and to his needs as a teacher and school librarian after he leaves school.

The members of the Library Staff are ready to give any assistance in their power to the students in school and to the district's teachers, both in purely reference work and in problems relating to their school libraries. This is regarded as a regular part of the Normal Library's service to the district and teachers need feel no hesitancy in asking it.

THE LIBRARY RULES

Hours open: Fall, Winter and Spring terms, 7:45 A. M., to 5:00 P. M., 7:00 to 9:00 P. M. daily, except Saturday. 9:00 to 12:00 A. M. Saturday.

Children's Library, 2:00 to 4:00 P. M. daily, except Saturday.

Text book library 3:00 to 4:00 P. M. daily, except Saturday.

Hours open: Summer term; 7:15 A. M. to 5:00 P. M., 7:00 to 9:30 P. M., daily.

Text book library: 1:30 to 2:30 P. M. daily.

Books: Books may be drawn out for two weeks time, with the following exceptions:

1. Books **reserved** for the use of classes may not be drawn from the library.

2. Bound and current magazines may be taken out only at 8:00 P. M. and kept no later than 8:00 A. M. the following school morning.

Ink: The use of ink except in fountain pens is not allowed in the reading room.

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1914/15

State Normal School. 1914-15. Announcement of Courses

Vol. XV.

October

Number 2

BULLETIN

OF THE

STATE NORMAL SCHOOL

Second District of Missouri

Announcement of Courses
1914-1915

UNIVERSITY OF ILLINOIS LIBRARY

Published by the State Normal School

ISSUED QUARTERLY

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UNIVERSITY OF ILLINOIS

FEB 4 1915

PRESIDENT'S OFFICE

FOREWORD

This bulletin contains the statement of the Courses of Study as made in the last annual catalog. It is in complete conformity to an agreement of requirements for the issuing of certificates and diplomas by the Normal Schools of Missouri. The purpose in putting the courses in bulletin form is that students may have a ready reference at all times to any course they may wish to consult.

It is the first time in the history of Missouri's Normal Schools that they have been in complete agreement as to the courses of study that should be offered, and as to requirements of each course. This makes it the more important that students should become fully acquainted with every course from the lowest to the highest.

It is believed that these courses of study as now outlined provide for all the needs of all the teachers in all the public schools, at least as nearly as the present provisions for Normal Schools will permit.

Students are urged to keep their work in close conformity to some elected course. Consult this bulletin or the catalog often; and if in any doubt, seek explanation from members of the Faculty. The right things are usually ready at the right time and in the right place, and all that is necessary is to use the right means of finding them.

Students who desire to enter upon Specializing Courses are urged to make their decisions at the time of beginning the Advanced Normal School work. No school offers better opportunities for specialization, but unless the courses are taken in their entirety the full benefit of the opportunities will not be realized. Intelligent decision at the start and at every step determines success in school life. To make such decisions students should study their own capabilities, and inclinations, along with the opportunities offered in the courses of study, until a settled purpose is reached and pursue that purpose to the end.

Choosing a life work is the most serious proposition that ever confronts a young man or young woman, and when it is once chosen, the method of its pursuit becomes the problem of uppermost concern. When the teaching work has been chosen as the life work, this school is prepared to give aid and guidance that will insure the highest standard of preparation for the chosen profession.

President Wilson's remarkable utterance, "The largest thing to do is the only thing we can do," expresses the policy of this school in the preparation of teachers.

ENTRANCE REQUIREMENTS

Conditions of Admissions.

Scholarship—See general statements under Rural School Course, and Advanced Normal School Course.

Character—Applicants seeking admission for the first time must submit satisfactory evidence of a good moral character. A letter from the head of the last school attended, from a county commissioner, or superintendent, or some other person of well known integrity, is sufficient.

Age—Applicants for admission to the Advanced Normal School Courses must be sixteen years of age, and to the Elementary Normal School Course, fifteen years of age.

Legal—In compliance with the laws of the state, every student on entrance is required to sign the following pledge to teach:

"I hereby declare that it is my intention to follow the business of teaching in the public schools of this state, and that I voluntarily enroll myself as a student in the State Normal School at Warrensburg for the purpose of preparing for that work."

How to Enter the School

To assist new students who need to understand our system of matriculation, the following suggestions are offered:

1. Study the daily program, with the assistance of some member of the Classification Committee, who will fill out and sign a classification card.
2. Present classification card (thus signed) to the chairman of Classification Committee for approval of program arranged.
3. Obtain registration blanks in the office of the Registrar, and fill out with information asked.
4. Pay fees and deposit money for text books at Treasurer's office in Normal Building, first week of each term and later at Citizens Bank, North Holden Street, (Hours from 9 a. m. to 4 p. m.)
5. Present Classification Card (approved), receipts for fees, and registration blanks to Registrar.
6. Take Program Card to Text-book Library for text-books.

COURSES OF STUDY

RURAL SCHOOL COURSE

Leading to Rural School Certificate:

FIRST YEAR

First Term	Second Term	Third Term
Grammar and Composition.	Grammar and Composition.	Grammar and Composition.
Elementary Algebra	Elementary Algebra	Elementary Algebra
Greek History	Roman History	Mediaeval History
Penmanship	Agriculture	Agriculture
General Science (Biological)	Public School Music	Public School Music

SECOND YEAR

First Term	Second Term	Third Term
Literature and Composition	Literature and Composition	Methods in Rural School English
Am. History and Gov.	Teachers' Course in U. S. Hist. and Gov.	Teachers' Arithmetic
Rural School Man.	Teachers' Geography	Observation in Training School
Elementary Psychology	Rural School Methods	Physiology and Hygiene
Domestic Science or Manual Training	Drawing	Drawing

This is a special course for teachers in rural schools.

This course is open to students who hold a certificate of graduation from a rural school, or showing the completion of the eighth grade of a graded school; also to teachers holding Third Grade County Certificates. Students must be eighteen years old at time of receiving the certificate.

Students who have completed two years or more of high school work may secure this certificate on the completion of the following subjects in residence:

Rural School Administration.

Psychology for Rural School Teachers.

Teachers' course in U. S. History and Government.

Teachers' Geography.

Rural School Methods.

Methods in Rural School English.

Teachers' Arithmetic.

Agriculture two terms if not taken in High School.

Observation in Training School.

Three of the following specials: Drawing, Public School Music, Manual Arts, Household Arts, or Penmanship.

Two terms gymnasium.

One term Library Lectures.

ELEMENTARY NORMAL SCHOOL COURSE

A Four Years' Course of High School Rank.

For entrance, students must present certificates of completion of eighth grade or graduation from a rural school. For subjects by years see Departments of Instruction.

1. Required Subjects, 10 units as follows:

English	3 units	History	2 units
Algebra	1 unit	Science	2 units
Pl. Geom.	1 unit	Technical Subjects	1 unit

2. Electives 6 units from following subjects:

English	1 unit	Foreign Languages	4 units
Mathematics	2 units	Technical Subjects	2 units
History	2 units	Education	1 1-3 units
Science	2 units		

3. Maximum and Minimum units that will be accepted in each subject are indicated as follows:

English	4	3	Teachers course in Hist	1-3	1-3
Algebra	1	2-3	1	* Nature Study	1-3 1-3
Plain Geom.	1	1		Physiology	1-3 1-3
* Solid Geom.	1-3	1-3		Agriculture	2 1
* Trigonometry	1-3	1-3		Phys. Geog.	2-3 2-3
Teachers' Arith.	1-3	1-3		* Economics	1-3 1-3
Hist. & Gov't.	4	2		* Ec. Geog.	1-3 1-3
Latin	4	2		Music	2 2-3
German	3	1		Drawing	2 2-3
French	3	1		Manual Training	2 2-3
Physics	1	1		Com. Subjects	1 1-3
Chemistry	1	1		Household Arts	2 1 1-3
Pol. Bot. or Zol.	1	1		Education	1 1-3 1 1-3
Gen'l. Science	1	1-3		* Teachers Courses	2-3 2-3

Note 1. Students who make application for the Regents Certificate must offer credits in the following subjects: Elementary Psychology, $\frac{1}{3}$ unit. School Administration, $\frac{1}{3}$ unit. Special Methods, $\frac{1}{3}$ unit. Observation, $\frac{1}{3}$ unit. Teachers Course, $\frac{2}{3}$ unit. American History and Government, $\frac{2}{3}$ unit. Agriculture, $\frac{2}{3}$ unit. Physiology, $\frac{1}{2}$ unit.

Note 2. The required unit of technical subjects must be distributed as follows: Penmanship 1 term; Music 2 terms; Drawing 2 terms; and Manual Training or Household Arts 1 term.

Note 3. The term "unit" as used for measuring credits in the Elementary Normal School Courses represents the successful pursuit of an academic or educational subject for three terms of twelve weeks each. Technical subjects requiring the same preparation outside of recitation periods as academic and educational subjects receive one unit credit and subjects not requiring such preparation receive one-half unit credit.

Note 4. Courses marked (*) may be elected in fourth year only.

Note 5. Teachers courses open to students in the Elementary Normal School Course are the following: Nature Study, History Course No. 18, English Course No. 7, Geography Course No. 1.

Courses for Graduates of First Class High Schools.

All work of college rank. Graduates of accredited First Class High Schools, or schools of equivalent rank, applying for the Regents' Certificate must offer from work done in residence the following credits:

School Administration	2½ hours
Elementary Psychology	2½ hours
Special Methods	2½ hours
Teachers in Training School	2½ hours
Teachers' Courses (one of which must be English)	5 hours
Electives (Agriculture, if not taken in high school, 2½ hours)	2
of which not more than five hours may be technical subjects	15 hours
Physical Education	2 terms

ADVANCED NORMAL SCHOOL COURSES

Life Certificate Diploma—Sixty Semester Hours.

This diploma designates ability to teach and supervise in Elementary Schools. Entrance requirement is graduation from a first class high school, or a school of equivalent standing.

Distribution of subjects and special conditions:

In Education twenty-five (25) semester hours; Elementary Psychology $2\frac{1}{2}$ hours; School Administration $2\frac{1}{2}$ hours; Principles of Teaching, $2\frac{1}{2}$ hours; Observation and Teaching, $7\frac{1}{2}$ hours; History of Education, 5 hours; Electives, 5 hours.

Note.—In case a Regents' Certificate is issued at the completion of the Elementary Normal School Course the $1\frac{1}{2}$ units required in Education will count as 10 hours of the subjects in the above list.

Students who used $1\frac{1}{2}$ units or 10 hours in Education for a Regents' Certificate at the completion of the Elementary Normal School Course must complete, in lieu thereof, 10 hours additional electives in Academic subjects.

In general electives thirty-five (35) Semester hours: From which 10 hours may be used from Technical subjects and Physical Education.

A minimum of 5 hours must be taken in Teachers Courses used either for the Regents' Certificate or Diploma.

All candidates for this Diploma must offer a minimum of $7\frac{1}{2}$ hours in English of college rank.

Before the diploma will be issued to any student who offered the minimum entrance requirement in Mathematics, History or Science when the Elementary Normal School Course was completed, he will be required to offer at least $7\frac{1}{2}$ hours from each department where such minimum was used.

Students who specialize in Academic subjects must elect a minimum of 15 hours in the specialization subjects.

HIGH SCHOOL TEACHERS DIPLOMA

The Ninety (90) Semester Hour Course

This Diploma designates ability of Superintendent, Principal, Supervisor, or Teacher in High School.

Requirements and conditions:

1. All the requirements and conditions of the Sixty (60) Semester hour course.

2. Thirty (30) Semester hours additional and advanced work, of which at least five semester hours shall be in Education. The election of the other twenty-five (25) hours to be determined by heads of departments and the President of the Faculty.

FOR BACHELOR OF SCIENCE IN EDUCATION

The One Hundred Twenty (120) Semester Hour Course

Requirements and conditions:

1. All requirements and conditions of the Sixty (60) Semester Hour and the Ninety (90) Semester Hour Courses.

2. Of the thirty (30) additional Semester hours all shall be of Advanced College rank. If following the General Course, students must elect a major of fifteen (15) semester hours in some academic department and not more than seven and one-half ($7\frac{1}{2}$) semester hours may be devoted to technical subjects.

3. Candidates for this degree may elect to specialize throughout the three years in Advanced Normal School Courses in either academic subjects or in Technical subjects as outlined in the Specializing Courses.

Note 1. No work will be accepted in Advanced Normal School Courses that is not in quality of college rank. All the diplomas issued for these courses are life licenses to teach in the Public Schools of Missouri.

Note 2. All the subjects, both required and elective for the Advanced Normal School Courses are indicated in brief outline under Departments of Instruction.

Note 3. The term "semester hours" as used for these courses is the same as that employed by the North Central Association of Colleges and Secondary Schools, and for the present a term of twelve weeks in an academic or educational subject shall be valued at $2\frac{1}{2}$ hours. Technical subjects requiring preparation shall be valued in the same way, and the technical subjects not requiring preparation shall have credit of $1\frac{1}{4}$ hours for a term subject.

ELIGIBILITY TO ENTRANCE TO ADVANCED NORMAL SCHOOL COURSES

Graduates of the Elementary Normal School Course outlined above enter the Freshman year of the Advanced Courses.

Graduates of first class high schools who have completed the requirements of the State Department enter the Freshman Class. These requirements are as follows:

English	3 units
Mathematics	2 units
History	2 units
Science	2 units
Electives	7 units

These High School electives may be two additional in Mathematics, two additional in History, two additional in Science, one additional in English, three or four in Latin, two or three in German, two or three in French, two or three in Greek, one in Bookkeeping, one in Drawing, one in Music, one-half in Advanced Arithmetic, one-half in Industrial Geography,, one-half in Economics. (From State Course of Study for Approved High Schools.)

Any High School graduate who is deficient in part of the above high school requirements must remove such deficiency as rapidly as possible, after which the required subjects in the Advanced Normal Courses should be taken.

TEACHERS COURSES

The following Method Courses in such academic subjects as are taught in the public schools of Missouri are offered and are designated as Teachers' Courses:

Teachers' Course in Latin, Course No. 11, Prerequisite 9 terms.

Teachers' Course in German, Course No. 6, Prerequisite 6 terms.

* Teachers' Course in History, Course No. 18, Prerequisite 3 years.
(For Elementary Grades.)

Teachers' Course in History, Course No. 19, Prerequisite 3 years.
(For High Schools.)

Teachers' Course in Mathematics, Course No. 11, Prerequisite 3 years.

* Teachers' Course in Reading, Course No. 7, Prerequisite High School English.

Teachers' Course in English, Course No. 2, Prerequisite High School English.
• Teachers' Course in Geography, Course No. 1, Prerequisite Elementary Normal Course.
• Teachers' Course in Nature Study, Course No. 5, Prerequisite, Elementary Normal Course.
Teachers' Course in Hygiene, Course No. 8, Prerequisite, Elementary Normal Course.

Note—Only courses with (*) may be elected as Teachers' Courses by candidates for Regents' Certificate.

SPECIALIZING COURSES

Any student wishing to specialize in any department may do so with the consent of the president and the head of the department, under conditions as follows:

In all specializing courses as in the General Course, the completion of the first two years work (60 semester hours), gives the diploma with designated ability to teach and supervise in the elementary schools, and the completion of the three year course (90 semester hours) gives the diploma with designated ability as Superintendent, Principal, Supervisor and teacher in High School.

All elections must be made with the advice of the head of the department in which the student is specializing.

Upon completion of any specializing course a student receives a diploma marked "special" in the major subject of the course completed.

Students are not permitted to enter upon Specializing courses before entering the Advanced Normal School Courses.

High School graduates and others who enter school with Freshmen standing are required in every case to conform to the "General Requirements for the Advanced Normal School Courses"

Conforming with these General Requirements, Specializing Courses in the Technical Departments have been arranged and are here given. The Specializing Courses in the Academic Departments are not published in this catalog but can be had upon application to the heads of the departments.

COMMERCE DEPARTMENT

First Year	Second Year	Third Year
Elementary Psy 2½ hrs	Prin of Teach.. 2½ hrs	Elec. in Education
School Admn2½ hrs	Teaching 2½ hrs	five hours of:
Observation 2½ hrs	History of Ed. 5 hrs	Sociology 2½ hrs
Teachers Crs .. 2½ hrs	Teachers' Crs .. 2½ hrs	High Sch. Meth. 2½ hrs
Teaching 2½ hrs	English 2½ hrs	Ethics 2½ hrs
English 5 hrs	Shorthand 7½ hrs	or
Penmanship 2½ hrs	Typewriting 3¾ hrs	Supv. of Inst.... 2½ hrs
Book-keeping7½ hrs	Penmanship 1¼ hrs	Educational Psy 2½ hrs
Com'l Arith. 2½ hrs	Com'l Arith. 2½ hrs	Shorthand 5 hrs
		Typewriting 2½ hrs
		Pub. Finance 2½ hrs
		Com'l. Law 2½ hrs
		Com'l. Geog 2½ hrs
		Elec. 10 hrs

SPECIAL MUSIC COURSE FOR SUPERVISORS

First Year

Voice—Two lessons per week by appointment, also singing in chorus or playing in orchestra or band nine months, course 16	2½ hours
Harmony, Course 6a and 6b	5 hours
Elementary Psychology	2½ hours
School Administration	2½ hours
History of Music, course 11.....	5 hours
English, course 5	5 hours
Adv. Psychology, course 2.....	2½ hours
Hygiene, Course 8	2½ hours
Prin. Language, course 13	2½ hours

Second Year

Voice—Two lessons per week by appointment, also singing in chorus or playing in orchestra or band nine months, course 16	5 hours
Harmony, course 6c and 6d	5 hours
Orchestration, course 5	2½ hours
Methods, course 3	2½ hours
History of Education	5 hours
Prin. of Teaching	2½ hours
Teaching	7½ hours

Third Year

Voice—Two lessons per week by appointment, also singing in chorus or playing in orchestra or band nine months, course 16	5	hours
Piano—Two lessons per week by appointment, singing in chorus or playing in orchestra or band nine months, course 15	5	hours
Instrumentation, course 9	5	hours
Methods for grammar grades and high school, course 4	2½	hours
Counterpoint, course 7	5	hours
Musical form and composition, course 10	2½	hours
Education, electives	5	hours

SPECIALIZING COURSE IN HOUSEHOLD ARTS

First Year (30 Semester Hours)	Second Year (30 Semester Hours)	Third Year (30 Semester Hours)
Education	Education	Education
Elm. Psy2½ hrs	Elective2½ hrs	Electives 5 hrs
School Adm2½ hrs	Adv. Psy2½ hrs	Requirements in
Observation2½ hrs	History of Ed..5 hrs	Household Arts
Teaching2½ hrs	Teach. in House-	Mach Sewing 5 hrs
Teachers' Crs.2½ hrs	hold Arts2½ hrs	Cooking Adv. ..2½ hrs
English5 hrs	Meth. in House-	Dietetics 2½ hrs
Requirements in	hold Arts2½ hrs	Textiles2½ hrs
Household Arts	English2½ hrs	Millinery & Art
Model Sewing..5 hrs	Requirements in	Needle work.. 2½ hrs
Cookery2½ hrs	Household Arts	Home Nursing 2½ hrs
Phy. or Hyg....2½ hrs	Mach Sewing 2½ hrs	Bacteriology ...2½ hrs
Food Study2½ hrs	Cookery5 hrs	Color Harmony
	Chemistry Gen2½ hrs	& Dress Design2½ hrs
	Chemistry House-	Household Man-
	hold2½ hrs	agement2½ hrs

Suggestions for Additional Electives

Interior Decoration	2½	hours
Color Harmony and Dress Design, Adv	2½	hours
Industrial Arts in Education	2½	hours
Architectural Drawing	2½	hours
Theory and Practice of Teaching Manual Arts	2½	hours
Theory of Furniture Design	2½	hours
Chemistry, Adv.	2½	hours
Stenciling and Block Printing	2½	hours

DIRECTOR'S COURSE IN THE INDUSTRIAL ARTS

First Year

Education.

Elementary Psychology	2½ hours
School Administration	2½ hours
Observation	2½ hours
Principles of Teaching	2½ hours
Teachers' Course (Industrial Arts for Elementary Schools)	2½ hours
English	5 hours

Industrial Arts

Mechanical Drawing	2½ hours
Elementary Shopwork in Wood	1¼ hours
Advanced Shopwork in Wood	5 hours
Industrial Education	2½ hours
Sheet Metal Work	1¼ hours

Second Year

Education.

History of Education	5 hours
Teaching (Industrial Arts)	5 hours
Teachers' Course (Economics of the Industrial Arts)	2½ hours
English	2½ hours

Industrial Arts.

Mechanical Drawing	2½ hours
Elementary Wood Turning	2½ hours
Pattern Making	1¼ hours
Machine Woodworking	2½ hours
Forging	5 hours
Concrete and Cement Work	1¼ hours

Third Year

Education.

Electives	5 hours
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Industrial Arts.

Architectural Drawing	5 hours
Machine Woodworking	2½ hours
House Building	5 house
Machine Shop Practice	5 hours
Applied Design Pottery, or Applied Design Furniture	2½ hours

Academic Electives.

Industrial Mathematics or Industrial Chemistry, or Physics, (Two to be elected)	5 hours
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SPECIALIZING FINE ARTS COURSE

First Year

Elementary Psychology..	2½ hrs	12½ hrs	Electives from the following:
School Administration	2½ hrs		Brush and Pencil Sketching.
Observation	2½ hrs		Comp. and Perspective.
Teaching	2½ hrs		Stenciling and Block Printing.
Teachers' Course	2½ hrs		Advanced Drawing a—b—c.
English	5 hrs		Dress Design.
			Textiles.
			Hand Sewing.
			Machine Sewing.
			Music, 3 quarters.
			Mechanical Drawing.

Second Year

Principles of Teaching..	2½ hrs	Fifteen hours	Electives from the
History of Ed.	5 hrs		following:
Teaching	2½ hrs		Special Problems.
Teachers' Course (Art)..	2½ hrs		Pose and Cast Drawing.
English	2½ hrs		Interior Decoration.
			Commercial Design.
			History of Painting.
			Nature Study.
			Methods in Household Arts.
			Food Study.
			Music.

Third Year

Electives in Education....	5 hrs	Fine Arts, or Elected from the following: Tooled Leather, History of Architecture and Sculpture, Furniture Design and House Planning, Pottery, and Architectural Drawing	25 hrs
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SPECIAL PRIMARY TEACHERS COURSE

First Year

Education:	
El. Psychology	2½ hrs
School Administration	2½ hrs
Principles of Teaching	2½ hrs
Adv. Psychology	2½ hrs
* Ed. Psychology	2½ hrs
English	7½ hrs
(Courses to be approved by Supt. of Training School. Juvenile Literature, Meth. in Reading and Prin. of Language preferred.)	
Teachers' Courses.	
Methods in Drawing	2½ hrs
Methods in Music	2½ hrs
Methods in Manual Arts	2½ hrs
* Nature Study	2½ hrs

Second Year

Education:	
Primary Methods	5 hrs
* History of Education	5 hrs
* Kindergarten Theory	5 hrs
Teaching	7½ hrs
Teachers' Courses	
* Hygiene	2½ hrs
* Physical Education	2½ hrs
Hist. Methods in Grades....	2½ hrs

Following courses may be elected as substitutes for any of above subjects marked thus * (Substitutions must always have the approval of Superintendent of Training School): Sociology, Special Methods, Child Study, Supervision of Instruction, Methods in Geography, Reading Methods, Home Nursing.

Third Year—Supervisor's Course in Grades.

Education:		Special Methods		2½ hrs
Sociology	2½ hrs	Child Study	2½ hrs	
Elementary Curriculum.....	2½ hrs	Art (Courses to be ap-		
Supervision of Instruction..	2½ hrs	proved)	5 hrs	
Teaching and Practical Su-		Music (Courses to be ap-		
pevision	7½ hrs	proved)	5 hrs	

As many as three of the Academic Teachers' Courses may be substituted for any of the Educational courses.

SPECIAL KINDERGARTEN-PRIMARY COURSE

Note—This course differs from the Special Primary Course only in that 5 hours of Kindergarten teaching and 7½ hours of Kindergarten Theory are required. The electives will be made with due regard to the aims of the course. Some special work in vocal and instrumental music is considered a prerequisite to this course.

